

6 F-0710-86

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Increased Workload Resulting from New Retirement System
and Pay Banding Procedures

FROM:

William F. Donnelly
Deputy Director for Administration

EXTENSION

NO.

DDA 86-1805

DATE

24 October 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS


COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Finance
616 Key Bldg

Allen:

I hear you. I have heard similar messages from several DA offices as well as the DDI, DDS&T, etc. You see, the decision stimulated by the DCI makes many hurt!

But some relief is on the way. Effective about the first of November, the Office of Personnel will be relaxing the current rules about who can be processed for hiring. I think OF thereafter will be able to put a few in the pipeline. I hope so.


William F. Donnelly

ORIG:DDA:WFDDonnelly:be
Distribution:

0 - Adse

~~1 - DDA-Subj~~

1 - DDA Chrono

1 - WFD Chrono

DDA REGISTRY
FILE: 30-13-2

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

Allen R. Elkins
Director of Finance
1212 Key Building

EXTENSION

NO.

OF-0710-86

DATE

22 October 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

EA/DDA
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23 OCT 1986

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JK

cc: D/OP > done
10-24-86

2.

DDA

24 OCT 1986

WHD

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OF-0710-86

22 OCT 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: Allen R. Elkins
Director of Finance

SUBJECT: Increased Workload Resulting From New Retirement System
and Pay Banding Procedures

1. The recently imposed suspension on the processing of new applicant files which can serve only to prolong the longstanding understrength posture of this office dictates that I convey to you my concerns about this office's ability to meet increasing requirements for financial support. This is especially evident in the area of processing employee compensation and entitlements. The following is but one example of the very real dichotomy brought about by the stand-down on applicant processing.

2. Within the very near future we will feel the impact of new requirements in processing the payrolls for both active and retired Agency personnel. The implementation of the new Federal Employee's Retirement System (FERS) along with the in-house administration of all Agency retirees will have a drastic impact on the workload within Compensation Division. The Office of Communications pay banding experiment has already increased the payroll processing due to the fact that the annual one-time awards must be processed manually. This manual processing will also apply to the secretarial pay banding and, with the proposed banding of DDO case officers and ADP employees, we will soon be faced with a staggering amount of manual payments that will be difficult to handle with a workforce already working many overtime hours to meet normal demands. While we are taking steps to develop automated processing of the one-time payments, the prospects for immediate relief are dim.

3. Because of these increased requirements, I have allocated additional FY 87 slots to Compensation Division. However, without the continuing recruitment efforts and processing of new candidates, these slots will remain vacant. It seems to me that the only alternative is to request a waiver from the DCI for the Office of Finance so that personnel processing towards staffing these new and vital functions can be met.

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Allen R. Elkins

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